

29 JAN 1980

MEMORANDUM FOR: Chief, Plans and Programs Staff, OL  
VIA: Director of Logistics  
FROM:   
Chief, Logistics Services Division, OL  
SUBJECT: Request for Increase In Gasoline Allocation

Dave,

1. Many components in the Agency are making their "contribution" to the energy conservation program by calling on the Logistics Services Division (LSD) for an increase in the support we normally provide. We have expanded the shuttle service, provided additional U-Drive vehicles, increased courier stops, and maximized the use of chauffeur-driven vehicles. However, we find ourselves trying to provide this increase in support while having to operate under a gasoline allocation based on usage figures for the period November 1977 - October 1978. Consequently, for the last few months we have had to impose a 5-gallon limitation per vehicle, per day, for the many vehicles that we support out of the Motor Pool other than those for shuttle and courier service.

2. I am concerned about the number of official vehicles that we are putting out on the street for gasoline, and the resulting loss of time and efficiency to the Agency. Under ideal circumstances, this loss would probably be insignificant; however, official sources predict the strong possibility of a gasoline shortage in 1980, and as you know, this has hurt the Washington-Metropolitan Area more than most locations in the past. In the interest of improving overall efficiency in operations, and meeting the continuing requests that we receive for increased services, it is requested that appropriate steps be taken to increase our annual allocation of gasoline from 182,564 gallons to 222,000 gallons. This increase would allow us to address current requirements without imposing daily supply limitations.

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3. I would also like to request your assistance in a related area. Our current suppliers have informed Procurement Division that we must accept the full allocation/delivery that they have agreed to supply for a particular month, or lose it! We have recently increased our storage capacity but it will still be extremely difficult to manage some months because the allocation/delivery runs from a high of 20,000 gallons to a low of 7,900 gallons. We have investigated a further increase of our storage capacity but find it expensive (\$35,000 - \$40,000), particularly when we will gain an increase of 6,000 gallons in our storage capacity in 9-12 months when we will have phased out all vehicles using regular gasoline and can use that tank for unleaded fuel. If we could gain permission to manage our total annual allocation on what we could accept each month, there would be no problem, even with the increase requested in paragraph two.



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cc: Director of Logistics